

THE 2010-2011 UNCF/Mellon Undergraduate Program Timetable

FALL SEMESTER TIMETABLE

AUGUST/SEPTEMBER 2010

- ❑ **All fellows:** Meet with your mentors to discuss summer activities.
- ❑ **(Juniors)** Share microteaching videos with your mentors.
- ❑ **(Juniors)** Share and review a copy of your Summer Institute prospectus with your mentors.
- ❑ **All fellows:** Make plans for regular meetings with your mentors.
- ❑ **All fellows:** Discuss with your mentors how you might use your semester stipend toward your research efforts.
- ❑ **All fellows:** Check with the UNCF/Mellon Programs Office to make certain your file is complete.
- ❑ **(Juniors)** Deadline for the University of Cape Town/MMUF January Program application – **postmark: September 10, 2010.**
- ❑ **(Juniors)** Mail or email transcripts to the UNCF/Mellon Programs Office by September 17, 2010.
- ❑ **(Seniors)** Make sure that transcripts were submitted to the Programs Office at the end of the 2010 Spring Semester.
- ❑ **(Seniors)** Submit Summer Project Summaries to the Programs Office by **September 13, 2010.**
- ❑ **All fellows:** Mail/Email any updates of prospectuses and research topics by **September 17, 2010.**
- ❑ **(Seniors)** Begin the graduate school application process.

OCTOBER 2010

- ❑ **Mentors Only:** 2010 UNCF/Mellon Programs Conference: Ritz-Carlton Lodge - Greensboro, GA, October 7-9, 2010
- ❑ **(Juniors)** Begin discussing the graduate school application process with your mentors.
- ❑ **All fellows:** Meet with mentors to discuss progress on research.
- ❑ **(Seniors)** Plan either a classroom observation or a teaching experience with your mentors.
- ❑ **(Seniors)** Continue working with mentors on the graduate school application process.

NOVEMBER 2010

- ❑ **Fellows Only:** 2010 MMUF Southeastern Regional Conference (The Atlanta University Center and Emory University) Location: Atlanta, GA, November 19-21, 2010
- ❑ **All fellows:** Encourage qualified sophomores to apply to the MMUF program. Share your experience as a fellow. Applications will be available at www.uncfmellon.org and via mentors, campus coordinators and provosts.
- ❑ **(Juniors)** Begin discussing your summer plans with your mentors.

DECEMBER 2010

- ❑ No deadlines

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SPRING SEMESTER TIMETABLE

*****Remember fellows are eligible to apply for travel stipends, and Seniors are eligible for GRE and Research stipends.*****

JANUARY 2011

- ❑ **(Juniors)** Accepted fellows will travel to the University of Cape Town/MMUF January Program. (January 2011)
- ❑ **All fellows:** Mail transcripts to UNCF/Mellon Programs Office by January 21, 2011.
- ❑ **All fellows:** Talk to your mentors about getting involved in teaching-related experiences.
- ❑ **All fellows:** Work with your mentors to identify opportunities to present your research during the spring semester.
- ❑ Deadline for the Undergraduate Fellowship Program is January 31, 2011.

FEBRUARY 2011

- ❑ **(Juniors)** Continue discussing summer research plans with your mentors.
- ❑ **(Seniors)** Discuss your graduate school choices with your mentors.

MARCH 2011

- ❑ **(Seniors)** Begin wrapping up research projects.
- ❑ Announcement of new UNCF/Mellon Undergraduate Fellows (March 1, 2011)
- ❑ **(Juniors)** Independent Junior Summer Research Proposals are due to the Programs Office by **March 25, 2011.**

APRIL 2011

- ❑ **All fellows:** Make an effort to meet new UNCF/Mellon fellows on your campuses.

MAY 2011

- ❑ Junior End-of-Year Report due May 31, 2011 including:
 - ❖ Mentor's statement and Fellow's statement
 - ❖ Research Narrative (status of research effort) (2-3 page report)
 - ❖ Transcript
- ❑ Senior Fellows' End-of-Year Report due May 31, 2011 including:
 - ❖ Mentor's statement and Fellow's statement
 - ❖ Research Abstract and Final Mellon research paper
 - ❖ Post-baccalaureate statement
 - ❖ Transcript
 - ❖ Loan Repayment Form (for fellows enrolled in a Ph.D. program)

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SUMMER SEMESTER TIMETABLE

JUNE 2011

- **All fellows:** Annual Reports should have been received by the UNCF/Mellon Program Office. *Fall stipends will be withheld from fellows' with missing or incomplete reports.*
- Undergraduate Summer Institute at Emory University, Atlanta, GA (June 1-30, 2011)

JULY 2011

- **All fellows:** Email or call the Programs office with any questions, concerns or updates.

AUGUST 2011

- **All fellows:** Update the Programs office about any email, phone number and address changes.